

MINUTES  
OF THE 14 FEBRUARY 1983  
MEETING OF THE FINE ARTS COMMISSION

1. The meeting was called to order at 1100 hours in Room 7D32, Headquarters. Present were:

Members:

Chairman

25X1

Consultant:

Representatives:

Visitors:

2. The minutes of the 10 January meeting were approved as submitted.

3. Committee Reports

The Exhibits Committee report was not presented as scheduled; the chairman was snowed in. [ ] stated that the principal item we would have covered under the Exhibits Committee report would have been the visit on 15 February by the young sculptor Marc Mellon. We are planning to exhibit his Bronzes in April and he is coming down now to look at the Exhibit Hall and talk about the selection of pieces. [ ] is already working with material Mellon has sent to us to develop posters for the exhibit. [ ] advised he had talked to Vincent Melzac recently relative to our borrowing Mellon's bronze bust of Vice President Bush to include in our exhibit of the athletic figures done by Mellon. Mr. Melzac advised that because of the negative decision by the Smithsonian concerning the accessioning of the bust, the title to the bust is still in Melzac's name; the bust is in Vice President Bush's home. We will attempt to borrow the bust as well as the base for displaying it.

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#### 4. Old Business

##### a. Ops Center Redecoration

25X1 [ ] met last week with [ ] of the Ops Center to consider the selection of new carpet in connection with the Ops Center redecoration. They looked at a large sample of the static controlled carpet discussed at our last meeting. This carpet, which is medium blue in shade with flecks of gold and gray in it, has a greater variance of colors and considering its static control ability, is considered preferable to that one the Ops Center had proposed to the Commission at the January meeting. The Ops Center has agreed to this carpet for their redecoration. The basic area of the Ops Center, walls, ceiling, etc. is white. The accent wall will be painted #9 blue (a bright blue) with a white horizontal stripe.

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##### b. Restoration of Chinese Screen for Library

25X1 [ ] advised that she had been contacted by the company doing the restoration work on the Chinese screen that it was completed and that she could come and pick it up; however, they subsequently called her and said that some of the work had come unglued and they would advise her when it was finally ready. They have made repairs to the screen and replaced the old silk border with a new one in a color that will better fit in its surroundings in the Library.

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##### c. DCI Portrait

25X1 [ ] met recently to discuss the matter of the DCI portrait. They have been in contact with an organization in New York called Portraits, Inc., which represents artists specializing in portraiture. Portraits, Inc., has furnished them a portfolio of the work of various artists along with biographic information of the artists and a price list. The Commission examined the portfolio & after discussion agreed they would suggest to the DCI four of the artists included in this portfolio to paint the official portrait of the DCI. The four artists suggested are: Everett Raymond Kinstler, Peter Egeli, Robert D. Skemp, and Robert Anderson. 25X1 [ ] said that he would prepare a memo to the DCI submitting for his inspection the work of these four artists and requesting he select one of them, or another one of his own choosing.

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##### d. Parking

25X1 [ ] said he had gotten a response from [ ] Office of Logistics, to the FAC memo to him in which we had expressed concern about the congested parking in West Lot. 25X1 [ ] reassured us that except for the brief time span in October, the West Lot continues to be of sufficient capacity to handle the Agency's parking requirements.

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5. New Business

a. Classroom Signs An employee suggestion has been referred to the Commission concerning Classroom Signs. The suggestion was that a permanent sign be mounted on the door of the classroom. The sign would be hinged at the top, would read "Class in Session" on one side and be blank on the other side. Training instructors would turn the sign to the appropriate side before and after class. [redacted] commented that there are available some ready-made signs of the same concept. It was also agreed that a black and white sign would be preferable to one in color. The FAC is prepared to approve the use of "Class in Session" signs on classroom doors provided the signs be black with white lettering; the Commission also recommends that instead of hinged signs, we use brackets identical to those used for room signs, with an insert which slides into place, showing a blank black face on one side and "Class in Session" on the other.

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b. Plans for Women's Program, March 1984

[redacted] reported on the plans for the Women's Program in March 1984. Women's Week is observed in March of each year. The exhibit being considered is a Library of Congress exhibit consisting of 59 black and white photographs, matted and framed. Size of the photographs varies from 14" by 18" to 28" x 40" and they would occupy approximately 150 running feet of space. The photographs represent a portrait of women as seen by women photographers. They cover the period from 1890 to 1920. [redacted] said that the OEO would pick up the cost of renting the exhibit; a 25% deposit is required to reserve it. [redacted] advised that we had rented from this source before and that their exhibits actually are received one week prior to the actual date for which we rent it. Since we have no storage facilities, we should plan on displaying it from receipt until one day before we return it. This would make the date of the exhibit 19 February through 25 March. The FAC advised [redacted] to go ahead with the deposit and make arrangements for the exhibit. We will reserve the Exhibit Hall for it for 19 February through 25 March, 1984.

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c. New Member [redacted] advised the Commission that [redacted] DDI representative, had been nominated to serve as a member of the FAC. The recommendation has now been approved and he welcomed [redacted] as a full-fledged member.

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d. Performing Arts and the FAC [ ] said he was bringing up this subject as he had received a call from an individual inquiring whether the Agency would be interested in having a ballet group perform in the Auditorium. [ ] provided the caller with the dimensions of the Auditorium platform; thus far, the caller has not gotten back to him. Further discussion was deferred to a subsequent meeting.

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e. Proper Display of Notices in Agency Buildings Mr. [ ] advised that he had arranged for the reissuance of [ ] originally issued in 1981 and revalidated in 1982. This notice was reissued on 20 January 1983 and it sets forth guidelines governing the posting of information on kiosks and display units in the Headquarters building.

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f. Design of Badge Machines for Stafford Building

[ ] of the Office of Security has made inquiry concerning the design of badge machines for the [ ] Building. He said the replication of the units used in the Headquarters Building would be too costly and they are looking at the more standard terminal stations. [ ] is interested in the aesthetics of the badge machines but is also concerned that the procurement process will be held up waiting for approval. [ ] suggested they give consideration to machines similar to the ones installed in the P&PD Building. [ ] stated that if necessary, he will convene a subcommittee to work on this matter but that he had taken the liberty of advising [ ] that the FAC would act promptly on this question to avoid delaying procurement.

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g. Size of Posters [ ] said that his Deputy Division Chief, P&PD, had asked him to bring before the Committee the matter of the size of posters the FAC has printed for their exhibits. The printed size of the posters is currently 18" by 24." He raised the question as to whether they could be printed half size to accommodate the limited space available in the outlying buildings. A small size poster might be just as effective without taking up the added space. [ ] commented that there is always a trade-off in terms of space occupied by the poster and the legibility of the print work. He said he is meeting shortly with [ ] the Key Building and will also ask her views on this as far as space in her building is concerned.

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h. Printing of Parking Permits [ ] reported that some confusion had arisen regarding the design of new maps to help visitors to find visitor parking areas. Security wants the map to be an integral part of the parking permit but the unit designing the map is reluctant to get involved in the design of a parking permit. [ ] agreed to call [ ] the person responsible for designing the map, to see if he can help resolve the matter.

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6. The next meeting of the FAC will be held on Monday, 14 March at 1100 hours in Room 7D32.

7. The meeting was adjourned at 1215 hours.

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